

2010 ADULT KICKBALL RULES AND REGULATIONS



**CITY OF HOUSTON
PARKS AND RECREATION DEPARTMENT**



February 11, 2010

Dear Team Manager,

On behalf of the Houston Parks and Recreation Department, I would like to welcome you as a participant in our **2010 Adult Kickball Program**.

Our goal is to offer quality sports programming at affordable prices and see that each participant has an enjoyable leisure experience.

Please read the rule book at your first opportunity to familiarize yourself with our league's rules and regulations. Also, you will find a listing of online registration dates for each session in 2010 on page 3.

We now have an online registration system. You can establish your online account at www.houstonparks.org (Adult Sports Section), but you will not be able to register for a league until the specified registration dates for a specific season. The online registration system was approved by the Mayor and City Council in 2009.

Separate flyers with upcoming registration information, fee changes and rule updates will be sent to you as they become available. You can also visit our department's web site www.houstonparks.org for additional information as well. Please be sure to advise the Adult Sports Office with ample time if your contact information changes, including e-mail address.

Finally, the Adult Sports Office has moved back to the Houston Parks and Recreation Department Headquarters. Please take note of our new contact information on page 15.

Again, welcome to our program. Wishing you and your team a very enjoyable and successful season.

Sincerely,

Marshall Broadway, Assistant

Superintendent
Recreation and Wellness Division

2010 ADULT KICKBALL PROGRAM:

2010 Spring I Season

League Dates: March 1 – April 16, 2010

Online Registration Dates: February 1 – 19, 2010

Fee: \$180 per team

Team Manager's Meetings: January 21st, 7:00 pm @ Adult Sports Office (6200 Wheeler St.)
January 23rd, 9:00 am @ Cullen Park (19008 Saums Rd.)

2010 Spring II Season

League Dates: May 3 – June 18, 2010

Online Registration Dates: March 29 – April 16, 2010

Fee: \$180 per team

Team Manager's Meetings: April 27th, 6:00 pm @ Denver Harbor Multi-Purpose Ctr (6402 Market St)
April 28th, 6:00 pm @ Cullen Park (19008 Saums Rd.)

2010 Summer Season

League Dates: July 6 – August 27, 2010

Online Registration Dates: June 7 – 25, 2010

Fee: \$180 per team

Team Manager's Meetings: June 29th, 6:00 pm @ Denver Harbor Multi-Purpose Ctr (6402 Market St)
June 30th, 6:00 pm @ Cullen Park (19008 Saums Rd.)

2010 Fall Season

League Dates: September 7 – October 22, 2010

Online Registration Dates: August 9 – 27, 2010

Fee: \$180 per team

Team Manager's Meetings: August 31st, 6:00 pm @ Denver Harbor Multi-Purpose Ctr (6402 Market St)
September 1st, 6:00 pm @ Cullen Park (19008 Saums Rd.)

2010 Winter Season

League Dates: November 1 – December 17, 2010

Online Registration Dates: October 4 – 22, 2010

Fee: \$180 per team

Team Manager's Meetings: October 26th, 6:00 pm @ Denver Harbor Multi-Purpose Ctr (6402 Market St)
October 27th, 6:00 pm @ Cullen Park (19008 Saums Rd.)

2. **LENGTH OF SCHEDULE**

Regular leagues will consist of four (4) to eight (8) teams or twelve (12) teams playing ten (10) games in a double-header format for (5) weeks. Each team will play 10 games total.

3. **REGISTRATION PROCEDURES:**

Team managers register online during the registration dates listed on page 3 at www.houstonparks.org. Team managers can establish their online account in advance at www.houstonparks.org (this only has to be done once).

If you do not have Internet access, team managers may register for leagues during the above registration dates between the hours of 8:00 a.m. – 5:00 p.m. at the Adult Sports Office, 6200 Wheeler Street, Bldg #3, Houston, TX 77023. Personal checks are not accepted. Entry fees are accepted by cash, credit card, company check, and money orders only. Company checks and money orders need to be made payable to “City of Houston.”

Registrations are accepted on a “first come, first serve” basis.

Team managers cannot register more than 1 team per league nor create duplicate accounts.

4. **ENTRY FEES**

\$180 per team

Please Note: Entry fees are subject to change without notice.

5. **REFUND POLICY**

Refund of team registration fees will be granted to team managers less 5% of the team registration fee, provided such request is made on or before the business day 14 days preceding the season’s start date. No refunds shall be given for a request submitted less than 14 preceding the season’s start date. It should be noted that it could take up to ninety (90) days from the date your refund request is received to be processed. All refunds must be requested in writing to the Adult Sports Office and have the following information:

1. Team manager’s name, address, telephone number and signature.
2. Team name, night, league and field.
3. Reason for withdrawal.

6. **LEAGUE DIVISIONS:**

Class D: Recreational Level

7. **ROSTER INFORMATION**

- A. All teams must submit rosters at time of registration. Team rosters must include first and last names of all players. Teams are allowed to have a maximum of 20 players on their roster.
- B. Roster changes must be made via email (adult.sports @cityofhouston.net) or via fax (832-395-9445). If a player desires to transfer from one (1) team to another, a roster change must be submitted to the Adult Sports Office in person or by e-mail prior to that player participating in a game. Note: If a player desires to transfer from one team to another in the same league, the player must sit out one (1) game. If a player desires to transfer from one team to another in different leagues, the player becomes eligible immediately.
- C. Roster changes must be submitted within the first two weeks of the league via e-mail or fax (832-395-9445). If a team manager fails to receive a confirmation of receipt of the email from the Adult Sports Office, he/she is responsible to follow-up on the status at (832) 395-7130.
- D. Team rosters will be final after two (2) weeks of play.
- E. A team's final roster also becomes that team's post-season roster.
- F. Player's full names must appear on the registration roster on file in the Adult Sports Office. A substitute or replacement player must come from the dugout, not from the stands or spectator's area. **Umpires will not decide the player (s) eligibility.**
- G. Tournament Roster: Team (s) may not add players from other leagues to participate in any City of Houston Tournaments. The Adult Sports Staff will check rosters. Teams may use a player (s) from their team roster for that calendar year. For example, for the Spring Tournament in June, a team may use a player (s) from Spring I Season's team roster who may not be on the Spring II roster. A player (s) that has played in a B/C league may not play in the D Division. Player (s) may move up to a higher division, but are not allowed to play a lower division.

Penalty: If a protest is lodged against the offended team and it is verified by the Adult Sports staff, a forfeit of the game shall be declared for incomplete rosters or ineligible player.

8. **TEAM NAME**

Team names are subject to Adult Sports staff approval. Inappropriate and vulgar names are not accepted.

9. **LENGTH OF OFFICIAL GAMES**

Seven (7) innings or fifty-five (55) minutes whichever occurs first, constitutes a game. In case of rain, light failure, etc., the completion of thirty (30) minutes constitutes a completed game. The inning will be finished unless the home team is batting and ahead by fifteen (15) – or more runs when time expires. The fifteen (15) run rule will be in effect after three innings, or ten (10) run rule after five (5) innings.

* Rule Change Effective Spring I of 2007:

Tied Game: ASA tie-breaker rules will be used at the end of 55 minutes. Ruling if the number five (5) batter is scheduled to bat, the number four batter (4) begins at second base. A substitute may be inserted for the runner as long as he/she is not on the original starting lineup card (s). One (1) extra inning will be played. After one extra inning has been played, if the game still ends in a tie the results ½ loss and ½ of win will be counted for each team. Exception to ASA rule: The Batter begins with 3 balls and 2 strikes; ONE PITCH ONLY (Foul Ball will be an out!!

10. **OFFICIAL TIME**

The watch of the umpires will be considered the official time clock for all games. In the event neither of the umpires has a watch, someone selected by the umpires will act as the official timer. Team managers are urged to synchronize their watches with the umpires prior to the start of every game. The game clock will start when the umpire calls play ball after the coin toss. In addition, the Team Manager/Team Representative should get the umpire (s) name (s) during the pre-game.

11. **HOME TEAM DESIGNATION**

The home team designation will be determined by the flip of a coin. The home team will be responsible for the official score and keeping up with substitutes. An official scorebook is required. If neither team has a scorebook and a conflict in the score occurs, the home team's score will be final. If only one (1) team, even if it is the visitors, has a scorebook and a conflict occurs, then that scorebook will be valid. Please check with the umpires and opponents after each inning about the number of runs scored.

12. **SCHEDULES**

Schedules are posted one week prior to the season's start date at the online registration section of the Houston Parks and Recreation Department website. If you do not have Internet access, please contact the Adult Sports Office at (832) 395-7130 to request a schedule faxed or mailed to you.

13. **FORFEIT TIME**

Any team not ready to play at game time will forfeit to the opposing team. Team must be in the dugout or on the field at game time to be considered present and ready to play. The only exception will be the first game of the night, teams will be given a ten (10) minute grace period. Be aware that the game clock will start at the scheduled start time (ex. If a game starts at 6:30 and the team requests the grace period, the game clock will be running through the grace period). Umpires will not decide on player eligibility. If a team captain desires to protest the eligibility of a particular player, he/she must follow the procedures set forth in Section 13 of this rulebook.

In order to reduce the number of unjustified forfeits by teams, the following rules were implemented during the 2005 Seasons and will be in enforced during the 2010 Seasons:

- If a team forfeits 2 or more scheduled dates of games during a 5-Week Doubleheader Season, the team would be disqualified from the City of Houston Parks and Recreation Department Playoffs Tournament.
- If a team forfeits 3 or more scheduled dates of games during a 5-Week Doubleheader Season, the team would not be eligible to register and participate in any upcoming seasons within a period of 1 year. For example, if a team forfeits 3 scheduled dates of games during the Spring I season, they will not be able to register and participate in the Spring II Season.
- If a new team is formed (within 90 days of becoming ineligible to register for another season), there cannot be 5 or more players on the roster from a team that was previously disqualified by forfeiting 3 or more scheduled dates of games in a season.

Of course, if a team experiences an uncontrollable circumstance that caused the team to have a forfeit (death in the family, car accident, etc.), the Adult Sports Office will review any written appeals with documentation submitted within 5 business days after the scheduled game(s) or receipt of forfeit letter to the Adult Sports Office.

14. **PROTESTS**

- Only protests based on misinterpretations of the rules and player eligibility will be accepted.
- Protests must be announced verbally to the umpire immediately when the contested action occurs and before play is resumed. Protest must be presented in writing to the Adult Sports Office by 10:00 a.m. the following business day. A \$20 fee must also accompany the protest (Cash Only). In the event a protest is upheld, the \$20 will be refunded as soon as possible. If the protest is denied, the \$20 protest fee is forfeited.
- Omission of any of the above mentioned steps will constitute the denial of a protest.
- When there is a protest against an ineligible player and there is no roster on file in the Adult Sports Office, the protest will be automatically upheld. The protesting team must also have a roster on file in order to file a protest. If there is no roster on file for either team, both teams will be credited with a loss.
- The decision of the protest committee will be considered final.
- There will be only one protest allowed per game, but it may include several items.
- Any protest lodged after the completion of the game will not be allowed.

15. **RAINOUT INFORMATION**

- Team captains may call the rainout line at (713) 865-4105 after 4:00 p.m. daily to check on field status.
- In an instance where rain may come after 4:00 p.m. the decision to play will be left to the discretion of the umpires at the first game. If the first game of the night is cancelled, the remainder of the games for that night will be cancelled. It would be wise to have representative at the field for the first game to notify team members of any cancellations.
- As many cancellations as possible will be made up in the weeks following the league schedule.
- The Adult Sports Office reserves the right to cancel remaining make-up games if it is determined that team interest is lacking and a champion will be determined on a percentage basis.
- Refunds for games not played during a season will be issued to team managers at the conclusion of each season. Please check your "My Account" section two weeks after the conclusion of a specific season and the refund will be applied to your online account. If you originally paid by cash/check for your team registration, you will need to complete a Refund Request Form 2 weeks after the conclusion of a season. A refund check from the City of Houston will be sent to you within 4 – 6 weeks. If you team has a forfeit(s) no refunds will be given during that season.
- The Adult Sports Office no longer issues credits that can be applied towards a future season.

16. **PLAYER CONDUCT**

- Team managers are responsible for the conduct of their players and fans before, during and after all games and registrations.
- Harassment of officials, players and staff will not be tolerated at any time. Continued harassment may result in player and/or team being suspended from the league with no refund.
- Fighting will not be tolerated and will result in both participants and teams being suspended for a minimum of two games up to a maximum of indefinite suspension, depending on the situation.
- If a player or team is suspended for fighting or exhibits unruly/inappropriate conduct at any time during the league, no refunds will be given, regardless of how many games remain.
- All suspensions may be appealed to the Adult Sports Office. All appeals must be sent in writing to the Adult Sports Office within 24 hours after the team manager is notified.

17. **ALCOHOL**

- City of Houston Ordinance prohibits glass containers of any kind at all City of Houston parks.
- Alcohol in any form is prohibited at the following parks: Tim Hearn Field (Cleveland Park), T.C. Jester Park, and Agnes Moffitt Park.
- Players may not consume alcohol while playing in a game.
- Players may not leave the dugout to drink alcohol.
- Alcohol is not allowed in the dugouts at any time.
- **Any player seen consuming alcohol during a game will immediately be ejected from the game.**

18. **UMPIRE COMPLAINTS**

If there is a problem with an umpire, call the Adult Sports Office at (832) 395-7130 the following day and report the problem/issue to the Adult Sports staff. You may also send an e-mail to report the problem/issue to adult.sports@cityofhouston.net. During the pre-game meeting team managers should get the name of the umpire (s). Do not confront the umpire at the site. Failure to abide by this rule could result in the violator(s) being removed from the program.

19. **PLAYER INJURIES**

The City of Houston Parks and Recreation Department is not responsible for any injuries to any participant in the program (players, coaches, managers, officials and spectators). TAAF and NRPA have very reasonable insurance plans that are available to all teams. It is recommended that all teams acquire such insurance coverage. You may obtain more information on insurance plans by visiting www.taaf.com or www.nrpa.org.

All players should be aware that kickball can be a hazardous activity and by voluntarily participating in this activity, they acknowledge that there are numerous dangers and risks involved including various types of injuries, and even death.

20. **AWARDS:**

Awards will be given to the first place team from each league of the regular season. In order to qualify for awards and to determine a true champion, the team must have completed at least 80% of the regular season games. For example, in a 10-game 5-week doubleheader season, the team must have completed 8 games. For the Playoffs Tournament, awards will be given to the first place team and runner-up team from each division.

Team managers who win their league for a regular season must pick up their t-shirt awards at the following season's Team Manager's Meeting. Below are dates of the Team Manager's Meetings for 2010:

Spring I Season: January 21st, 7:00 pm @ Adult Sports Office (6200 Wheeler St.)
January 23rd, 9:00 am @ Cullen Park (19008 Saums Rd.)

Spring II Season: April 27th, 6:00 pm @ Denver Harbor Multi-Purpose Ctr (6402 Market St.)
April 28th, 6:00 pm @ Cullen Park (19008 Saums Rd.)

Summer Season: June 29th, 6:00 pm @ Denver Harbor Multi-Purpose Ctr. (6402 Market St.)
June 30th, 6:00 pm @ Cullen Park (19008 Saums Rd.)

Fall Season: August 31th, 6:00 pm @ Denver Harbor Multi-Purpose Ctr (6402 Market St.)
September 1th, 6:00 pm @ Cullen Park (19008 Saums Rd.)

Winter Season: October 26th, 6:00 pm @ Denver Harbor Multi-Purpose Ctr (6402 Market St.)
October 27th, 6:00 pm @ Cullen Park (19008 Saums Rd.)

T-shirt awards will only be distributed at the listed dates above. The Adult Sports Office will not be responsible for issuing awards after sixty (60) days of the season/tournament ending.

21. **SCORES AND STANDINGS**

Please check the HPARD online registration website under "My Account" to view your team's scores, standings and schedule. The Adult Sports Office no longer uses TheSportslineup.com.

22. **PRIVATE/CORPORATE LEAGUES**

- The private/industrial league director and team captains are responsible for the conduct of their players and fans before, during and after all games and registrations.
- The league director of Private/Industrial Leagues must cooperate to obtain player's contact information when requested by HPARD staff.
- Harassment of umpires, players and staff will not be tolerated at any time. Continued harassment may result in player and/or team being suspended from the league with no refund.
- Fighting will not be tolerated and will result in both participants and teams being suspended for a minimum of two games up to a maximum of indefinite suspension, depending on the situation.
- If a player or team is suspended for fighting or exhibits unruly/inappropriate conduct at any time during the league, no refunds will be given, regardless of how many games remain.

GENERAL RULES:

1. OFFICIAL RULES

Games will be played in accordance with official rules of the World Adult Kickball Association (WAKA) Championship Rules and Regulations for 2009, unless herein stated . The Houston Parks and Recreation Department is also a charter member of the Texas Amateur Athletic Federation and will use rules covered with TAAF whenever appropriate.

2. UNIFORMS

- A. For league play, uniforms are not required.
- B. Exposed jewelry, which is judged by the umpire to be dangerous, must be removed and may not be worn during the game. Medical alert bracelets or necklaces are not considered jewelry. If worn, they must be taped to the body so the medical alert information remains visible.
- C. Steel cleats or hard plastic with metal attached to the bottom are not allowed in the City of Houston Parks and Recreation Department Kickball Program. Any player found wearing steel cleats will be ejected from the game. The second violation by the same player during the season may result in that player being suspended from participating in the league.

3. PLAYERS

All players must be 18 years of age or older by **March 1, 2010**.

Teams must field a minimum of 8 players and no more than 11 players. Teams may have up to 20 players listed on the roster.

A team must have the required number of players present in the dugout or on the field to start a game. Also, there must be a minimum of four (4) players of each sex at the beginning of the game.

If there are only seven (7) players present in the dugout or on the field at the start of the game, a forfeit will be given to the opposing team.

All teams must provide a lineup to the home plate umpire at the beginning of each game.

Players leaving or being ejected

- A. If a team begins play with the required number of players as listed, that team may continue a game with one less player than is currently in the lineup whenever a player leaves the game for any reason other than ejection.
- B. If playing shorthanded, and a substitute arrives, they must be inserted immediately into the vacant spot. If he/she refuses to enter for any reason, that player becomes ineligible for the remainder of the game.
- C. If the player leaving the game is a runner or kicker, the runner or kicker shall be declared out.
- D. When the player who has left the game is scheduled to kick, an out shall be declared for each turn at kick.
- E. Any player may be substituted or replaced and re-entered once, providing players occupy the same kicking positions whenever in the lineup.
- F. Players may re-enter a second time. The starting player and their substitute may not be in the lineup at the same time.

Courtesy Runner

Any eligible player on the official line-up including available substitutes may be used as a Courtesy Runner. Only one (1) Courtesy Runner may be used per inning. For Co-Ed play "ONLY" you may have one (1) Male Courtesy Runner & one (1) Female Courtesy Runner per inning. A player can only be a Courtesy Runner once per inning. *Example: Bob was a courtesy runner of Alex, Bob can't be a courtesy runner again until that inning has been completed.* The Courtesy Runner is selected using the following order:

1. The last player to make an out
2. The last player that scored (if there are no OUTS in the inning)
3. The last male/female at the end of the batting order for the inning where a Courtesy Runner is being requested.

The order of selection may be changed due to the flow of the game. The intent of the selection order is to keep the Courtesy Runner from being on base when it is their turn to bat.

"Note: Males are to run for Males & Females for Females".

Above all do NOT CONFUSE THE COURTESY RUNNER with the SUBSTITUTION RULE!!!!

Hit and Sit

When a kicker kicks a home run, he/she will touch 1st base and then go back to the dugout. All other players who were already on a base would simply return to the dugout without having to touch the next base.

FIELD LOCATIONS:

1. **Agnes Moffitt Park** – 10645 Hammerly – Go west on I-10 to Beltway 8. Turn right onto the Beltway 8 feeder. Turn Right on Hammerly the park is located on the right.
2. **Cullen Park** – 19008 Saums Road – Go west on I-10 to the Barker Cypress exit. Make a right on Barker Cypress and Follow down to Saums Road. Make a left on Saums and the park entrance will be on your left.
3. **Herman Brown Park** – 300 Oates Road – Go East on I-10 to the Mercury Dr. exit. At the light, take the U-Turn and follow feeder to Oates road. Turn right on Oates Road. Follow Oates Road, the park will be on your right.
4. **Memorial Park #1** – 6501 Memorial Drive - Take South Loop West to the Memorial Dr. exit. Turn left onto Memorial Drive. Follow Memorial Drive and turn left at Memorial Loop Drive. Follow the loop; field is located between field #2 and the swimming pool.
5. **Memorial Park Fields #2-3** – 6501 Memorial Drive – Take South Loop West to the Memorial Drive Exit. Turn right onto Memorial Drive. Follow Memorial Drive and turn left at Memorial Loop Drive. Fields are located immediately next to the soccer field and across from the golf course.
6. **Memorial Park #4 & 5** – 6501 Memorial Drive – Take South Loop West to the Memorial Drive exit. Turn right onto Memorial Drive. Continue on Memorial to the first entrance to the right (Picnic Lane). These fields are across from the sand volleyball courts.
7. **Tim Hearn Field (Cleveland Park)** – 200 Jackson Hill – Take Memorial Drive west to Jackson Hill. Make a right on Jackson Hill and the park is on your left.
8. **T.C. Jester Park** – 4201 West T.C. Jester – Take North Loop West to the West T.C. Jester exit. Turn right on to West T.C. Jester. Follow West T.C. Jester to the park.

CONTACT INFORMATION:

General Information (832) 395-7130

Rainout Information (713) 865-4105
(updated by 4 p.m. daily)

Field Reservations (832) 395-7010

Schedules & Standings www.houstonparks.org (Adult Sports Section)

E-mail Address: adult.sports@cityofhouston.net

Houston Parks & Recreation Department web site: www.houstonparks.org

Electronic Fax (832) 395-9445